xx   20505

The Honorable William R. Tyler
Assistant Secretary of State for European Affairs
Department of State
Washington, D. C.

Dear Bill:

Our Agency is currently conducting a Midcareer Executive
Development Course as part of a basic program for the formal
training of those officers who have been selected from the middle
echelon groups as the most likely candidates for senior executive
jobs in the Agency. We would like very much to invite you to
present to this group your views on the major problems facing
the U.S. today in our relationships with the European countries.
Could you join us on the afternoon of Monday, 26 October from
about 2:00 to 4:00 p.m.

A further word about this Executive Development Course.
There are thirty of the top GS-13's and 14's from all components
of the Agency enrolled. The Course forms but one part of a program
which will cover several years for each of them. The Course is
divided into three two-week segments. The first two weeks deals
with the internal operations and management of the Agency; the
second two weeks, conducted at the Brookings Institution is de-
signed to give the students a broad outlook on American problems
and the U.S. Government. The final two weeks, devoted to world
affairs and U.S. foreign policy, will include presentations from
key officials from the Department of State and other Agencies.

We hope very much that you will be able to undertake this
task, and I can assure you that we would be very appreciative
of your efforts.

Sincerely yours,

s\ Kirk

Lyman B. Kirkpatrick
Executive Director-Comptroller

Handwritten: " I Hope you can do it."

EXECUTIVE REGISTRY FILE _Mid · Career Training_

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SUBJECT: Letter Requesting William R. Tyler to Speak to the
Midcareer Course

ORIGINATOR: _____   _2 October 1964_
          Director of Training   Date

CONCUR: _____   2 OCT 1964
      Deputy Director for Support   Date

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